

From: Overman, Kay@HHSDC
Sent: Tuesday, August 14, 2001 6:33 PM
To: Howe, Steve@HHSDC; Jensen, Cris@HHSDC-SAWS; Dunham, Chris@HHSDC-EBT; Curtis, Kathy@CWS; Sorrels, Jon@HHSDC-SFIS; Thompson, Greg@HHSDC-CMIPS; Hernandez, MaryLou@HHSDC-SAWS; Lower, Patty@HHSDC-EBT; Williams, Joyce@CWS; Alig, Antonette@CWS; Williams, Jenna@HHSDC-SFIS; Tosta, Marti@HHSDC-CMIPS; Hotz, Michael@HHSDC; Rushing, Steve@HHSDC; Burns, Ken@HHSDC; Scalia, Ginger@HHSDC; LaFon, Martin@HHSDC; Reiger, Debra@HHSDC; Piombo, Carole@HHSDC; Dixon, Mary@HHSDC
Cc: Fraga-Decker, Deborah@HHSDC; Dunning, Andrea@HHSDC
Subject: Management Memo 01-06

Follow Up Flag: Follow up
Due By: Thursday, August 16, 2001 5:00 PM
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Management Memo (MM) 01-06 requires state departments to formalize their IT acquisition planning processes for each project in the framework of a IT Procurement Plan (ITPP). DGS and DOIT are working together to develop an ITPP Preparation Guide. The ITPP Preparation Guide is still in draft format. I am forwarding it to you at this point though, to give you a preview of the level of effort involved in preparation of the ITPP; it may look significantly different by the time it is finalized.

Once the guidelines are finalized, we will be expected to develop and submit ITPPs to DOIT and DGS for approval in accordance with our DOIT/DOF delegation for IT project reporting (> \$100,000) and/or DGS IT procurement delegation to conduct IT acquisitions (> \$1,000,000). Acquisitions associated with these delegations will be prohibited prior to DOIT/DGS approval of the IT Procurement Plan once the process is fully implemented.

Another MM should be forth coming at the time that the policy is implemented. If you have any questions about the above, please don't hesitate to contact me at 739-7546.

-----Original Message-----

From: Weatherspoon, Francene (DOIT) [mailto:Fweatherspoon@doit.ca.gov]
Sent: Wednesday, August 08, 2001 3:11 PM
To: Weatherspoon, Francene (DOIT); 'tedwards@consrv.ca.gov'; 'Pbenedetto@sco.ca.gov'; 'sue_plantz@oes.ca.gov'; Adams, Bob@EDD; Jones, Patricia@DGS; 'judy.heringer@dgs.ca.gov'; 'mhong@post.ca.gov'; Overman, Kay@HHSDC; Metzker, Robert; Smith, Barbara@HCD; 'Barnhart@co.kern.ca.us'; 'dhays@dmv.ca.gov'; Relles, Martin@TDC; 'Elaine@cuiab.state.ca.us'; 'Lpeabody@ci.fairfield.ca.us'; 'Joan_Rabang@ftb.ca.gov'; 'nancy.mar@doj.ca.gov'; 'mhong@post.ca.gov'; 'katherine_kirk@dot.ca.gov'; 'LECH@ci.walnut-creek.ca.us'; 'dschulte@dmv.ca.gov'; 'ldaveler @dmv.ca.gov'; 'dfraga@hhsdc.ca.gov'; 'cheri.cook@doj.ca.gov'
Cc: Heartley-Humphrey, Kim (DOIT); 'slott@swrb.ca.gov'
Subject: (CIO IT Acquisition Workgroup) response due by COB 8/10/01

Greetings,

One of the objectives of the CIO IT Acquisition Workgroup is to provide recommendations to regulatory bodies on issues, when requested. In this

vein, our sponsor (Kim Heartley-Humphrey) is requesting that the CIO IT Acquisition Workgroup review the attached Technology Directive and IT Procurement Plan (ITPP) Preparation Guide.

The directive implements the DOIT Management Memo 01-06 (available for review on DOIT's website) and the preparation guide allows state departments to formally document the acquisition approach.

Please provide your comments/edits to me no later than COB Friday (August 10).

Thank you!

Fran
Francene G. Weatherspoon
Department of Information Technology
Acquisition and Policy Oversight Division
(916) 445-0673

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